

CITY OF WICHITA FALLS

ADDENDUM # 7

BID 13-56 EXTERIOR SIGNAGE PROJECT

To All Prospective Bidders:

RE: ADENDUM ATTACHMENTS

Attachment 1 – Revised Invitation for Bids

Attachment 2 – RFI and Addendum Summary with Revised Specs

Copy & Paste link in browser:

<https://drive.google.com/file/d/0B5UEVXmYIRukZDFrOGZFLWRSV3c/edit?usp=sharing>

RE: IMPORTANT DATE CHANGES

BIDS ARE DUE NO LATER THAN 5:00 PM, MONDAY, DECEMBER 16, 2013.

REQUEST FOR INFORMATION NO LATER THAN 5:00 PM, MONDAY, DECEMBER 9, 2013

One (1) copy of the bid response and required samples shall be addressed to the Owner's Representative:

Mr. Curtis Roberts

fd2s, inc

3601 South Congress Ave. Suite K300A

Austin, T3exas 78704

Tel: 512-476-7733

Fax: 512-473-2202

Email: croberts@fd2s.com

Three (3) copies of the bid response shall be submitted to the City of Wichita Falls

Purchasing Agent:

Ms. Peggy Gahagan

Purchasing Agent

1200 7th Street, Room 202A

Wichita Falls Texas 76301

Tel: 940-761-7466

Fax: 940-761-7688

Email: peggy.gahagan@wichitafallstx.gov

City of Wichita Falls, Texas
Wichita Falls, Texas
RFP #13-56

12/04/2013

This addendum should be signed, dated and returned with the bid package.

Peggy Gahagan
City of Wichita Falls
(940) 761-7466
(940) 761-7688 – FAX
peggy.gahagan@wichitafallstx.gov

*NAME*_____

*COMPANY*_____

*DATE*_____



**CITY OF WICHITA FALLS
INVITATION TO BID
BID# 13-56
EXTERIOR SIGNAGE PROJECT**

**EXHIBIT A: SECTION 000200
INSTRUCTIONS TO BIDDERS**

1.01 INVITATION TO BID

- A. Bidders are hereby invited to submit a Stipulated Lump Sum Proposal for furnishing all labor, materials, services and equipment necessary for, or reasonably incidental to, construction of the Work shown in the Drawings and Project Manual for the City of Wichita Falls Exterior Signage Project.
- B. Proposals must be signed by an authorized official of the bidder's organization, with the name of the official and his or her title typed below his signature.
- C. Bids will be evaluated as a "Best Value". The following shall be included in determining "Best Value":
 - (1) The purchase price;
 - (2) The reputation of the bidder and the bidder's goods and services;
 - (3) The quality of the bidder's goods and services;
 - (4) The extent to which the goods and services meet the City's needs;
 - (5) The total long term cost to the City to acquire the bidder's goods and services

1.02 BID DOCUMENTS

- A. Bid documents may be secured by visiting the City's web site www.wichitafallstx.gov and selecting the Online Services icon Vendors can:
 - o **Register to receive email notifications of upcoming bids/proposals**
 - o **View and print specifications on current bids/proposals**
 - o **Receive addenda and additional information on current bids/proposals**
 - o **View bid tabulations and results on closed bids**

It is imperative that Vendors register on the City's web site. The City no longer mails bid/proposal specifications or addenda.

- B. The Drawings and Project Manual will only be issued to prospective Bidders in electronic format. Printed sets of the documents can be requested from the Owner's Representative for cost of reproduction and postage/delivery.

1.03 SEPARATE CONTRACTS

- A. The Owner expressly reserves the right to let other Contracts and to employ other Contractors in connection with this Project. All Contractors on this project shall recognize the condition of mutual responsibility and afford other Contractors reasonable opportunity for the introduction and storage of materials and equipment, and for execution of their work. They shall properly connect and coordinate their work with the work of the other Contractors.

1.04 SUBCONTRACTS

- A. The successful bidder shall be required to submit a list of proposed Subcontractors for review by the Owner and Owner's Representative, as outlined in the Proposal Form.

1.05 DISCREPANCIES/CLARIFICATION

- A. If, during the bidding period, a Bidder observes errors, discrepancies, ambiguities, or omissions in or any variance from applicable laws, codes or regulations, or requires clarification as to the meaning of the Drawings and Specifications, he shall request interpretation or correction from the Owner's Representative in writing.
- B. Requests for clarification or additional information shall be made only to the Owner's Representative, in writing. Oral questions or requests for clarification will not be accepted. Neither the Owner nor Owner's Representative will be responsible for oral explanations or instructions.
- C. Bidders' communications will not receive consideration unless they are received by the Owner's Representatives by the time and date indicated on the BID REVIEW SCHEDULE.
- D. The contents of all Addenda shall become part of the Contract Documents.

All addenda shall be issued via the City of Wichita Falls web site as outlined in 1.02. (www.wichitafallstx.gov). It is the vendor's responsibility to confirm receipt of all addenda prior to submitting his or her bid.

1.06 CONTRACT DOCUMENTS

- A. Following the Award of Contract, the Contract Documents shall consist of the following documents:

1. Exhibit A – Section 00200: Invitation to Bid
2. Exhibit B – Section 00400: Bid Forms for Unit Prices
3. Exhibit C – Section 10400: Specifications and Submittal Schedule
4. Exhibit D – Design Intent Drawings
5. Exhibit E – Fabrication Drawings – Produced by the Awarded Bidder
6. Exhibit F – Location Plans and Message Schedule
7. Exhibit G – Addenda, if any issued during bid
8. Exhibit H – Contract Agreement
9. Exhibit I – Written Fabrication and Installation Schedule – Produced by the Awarded Bidder
10. Appendix A

1.07 OWNER'S REPRESENTATIVE

A. fd2s, inc. will represent the owner during the bidding period and to interpret the Contract Documents. All correspondence, including drawings and submittals, regarding the above shall be addressed to:

B. Mr. Curtis Roberts

fd2s, inc
3601 South Congress Ave. Suite K300A
Austin, Texas 78704
tel: 512-476-7733
fax: 512-473-2202
email: croberts@fd2s.com

C. One (1) copy of all written correspondence shall be submitted to the City of Wichita Falls' Purchasing Agent.

Ms. Peggy Gahagan
Purchasing Agent
City of Wichita Falls
1300 7th Street, Room 202A
Wichita Falls, TX 76301
tel: 940-761-7466
fax: 940-751-7688
email: peggy.gahagan@wichitafallstx.gov

D. Unless otherwise stipulated in the contract documents between the Owner and fd2s, Inc., the Owner has designated fd2s, Inc. as an agent of the Owner to oversee the Construction Administration phase which may include review of fabrication, submittals, shop drawings, installation methods and punch list inspection of each sign/sign type for compliance with the Contract Documents.

1.08 QUALIFICATIONS OF BIDDERS

A. Qualified bidder must have completed at least two projects of similar size and scope within the past five years, and provide references for each for Owner's review. Additionally, the Owner may make such investigation as he deems necessary to determine the ability of the bidder to perform the work, and the bidder shall furnish the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject a bid if the evidence submitted by, or investigation of, such bidder is not properly qualified to carry out the obligations of the Contract Documents. Conditional bids will not be accepted.

B. Accompanying the proposal shall be one Sign Type 111. It shall be assumed this sample will be representative of the level of quality of workmanship, which may be expected for all Sign Types utilizing this material and fabrication method.

1.09 POST BID CONFERENCE

A. If requested by the owner, the selected signage contractor shall agree to participate in a post-bid interview in Wichita Falls with the owner and fd2s, Inc at a place and time to be designated by the owner.

1.10 SUBMISSION OF PROPOSALS

A. Each Proposal shall consist of the submission of four (4) completed copies of the Bid Form. One (1) copy and any required samples shall be addressed to the Owner's Representative:

- B. Mr. Curtis Roberts
fd2s, inc
3601 South Congress Avenue,
Building K, Suite 300A
Austin, Texas 78704
tel: 512-476-7733

Three (3) copies shall be submitted to the City of Wichita Falls, addressed to the attention of:

Ms. Peggy Gahagan
Purchasing Agent
City of Wichita Falls
1300 7th Street, Room 202A
Wichita Falls, TX 76301
tel: 940-761-7466
fax: 940-761-7688

- C. Submit Bids prior to the date and time indicated in the Proposal Review Schedule.
- D. Bidding shall include, in addition to hard copies, an electronic version of the contract documents in PDF format.
- E. Proposals shall be sealed in an opaque envelope bearing these words: **CITY OF WICHITA FALLS BID #13-56, EXTERIOR SIGNAGE PROJECT.**
- F. The Owner reserves the right to reject any or all Proposals without explanation, and to waive formalities.
- G. Bids will be opened publicly by the City Purchasing Agent at the address indicated above.
- H. Proposals submitted, as a result of these Instructions to Bidders, shall not obligate the Owner or the Owner's Representative in any way.
- I. Bids shall remain in force and effect for a period of not less than sixty (60) days after the opening date. Where applicable, unit prices shall be provided for future adjustments in the quantity of sign types noted. These prices shall be firm and honored by the Signage Contractor for a period of six months after date of acceptance of final work.

1.11 TENTATIVE SCHEDULE

- | | |
|--------------------------------|--|
| A. October 21, 2013 | Original Request for Bids Issued |
| B. November 4, 2013 | Request for Additional Information due 2:00pm, Central Standard Time |
| C. December 2, 2013 | Bid Update Documents Issued |
| D. December 16, 2013 | Bids due by 5:00pm, Central Standard Time |
| E. January 7, 2014 | Contractor Recommendation Presented to City Council |
| F. January 13 – March 13, 2014 | Shop Drawing Review |
| G. March 17 – June 6, 2013 | Fabrication |
| H. June 6 – July 4, 2014 | Installation |

I. Mid July, 2014 Punch review and report

1.12 AWARD OF CONTRACTS

A. It is the intention of the Owner that award of Contract will be made within 30 days of receipt of the bids.

B. Right of Rejection of Lowest Bid

The City of Wichita Falls is under no obligation to award this project to the lowest bidding vendor. Evaluation criteria listed in Section 1.01 shall be used in evaluating all proposals.

C. Substitutions: Bidders may recommend substitutions for work and materials shown and specified but recommendations shall be made only in written form, independent of the basic lump sum Proposal. The recommendations shall state the specifically related Specification Sections or Drawings involved, and shall state the corresponding proposed changes in the Base Bid. Recommendations for substitutions may be made at the time of receipt of proposals. The proposal shall be based on the specified products, and shall not include the proposed substitutions. Substitutions will be reviewed with the successful bidder, after the contract is signed and upon request of the successful bidder within 15 days of that date. In accordance with the General Conditions, in making a request for substitution, the Bidder shall represent that the Bidder has investigated the proposed substitution and has determined that it is equal to or superior in all respects to that specified, including warranties, and that the cost data presented with the request for substitution is complete and includes all costs of labor, materials, equipment, profits and overhead as well as costs required to adapt and/or coordinate the substitution with adjacent or existing construction. Any substitutions shall be followed up with a post-bid deduct change order.

1.13 PAYMENTS

A. Progress payments are to be submitted to City of Wichita Falls for review and approval. Payment procedures are to be agreed upon by Contractor and Owner. Until substantial completion, the Owner will pay ninety percent (90%) of the amount due the Contractor on account of progress payments.

B. Progress payments are to be made on completed and installed products only.

C. Upon written approval from owner, payments may be made for completed products not installed but delivered and suitably stored. Such finished products may be at the project site or at any other location agreed upon in advance in writing by the Owner. Notwithstanding the foregoing, Owner and/or Owner's Representative reserves the right to inspect each delivered unit for quality and adherence to the design drawings such that payments for stored finish products may be conditioned upon delivery to the Owner of bill of sale and such other procedures satisfactory to the Owner to establish the Owner's title and to insure and otherwise to protect the Owner's interest in and to such stored finish products.

D. Owner shall be credited and/or refunded any moneys tied to installation, permitting, and related coordination costs for products that are not installed, but have been suitably delivered and stored.

1.14 GENERAL

A. The Contractor shall schedule a pre-installation conference in Wichita Falls with the Owner's Representative to review and coordinate the scheduling of installation and the location of all signs.

1.15 PROJECT FABRICATION AND INSTALLATION SCHEDULE

- A. The Contractor shall include in the Proposal a written Fabrication Schedule detailing the fabrication and installation timeline. The Fabrication Schedule will be Exhibit I to the Contract Documents.
- B. The Fabrication Schedule shall be a Gantt chart or similar format. It shall include entries for the following:
1. Three rounds of shop drawings and approvals.
 2. Lead time for material purchase.
 3. Submittals and shop drawing Review: allow a maximum of five working days from time of receipt of submittals and/or shop drawings.
 4. Start and completion of fabrication.
 5. Major fabrication milestones.
 6. Start and completion of installation.
 - a. Note: Project start should be scheduled for January 6, 2014 and no earlier and commence with the production of shop drawings and sample submittals.
 7. Date of Substantial Completion:
 - a. Phase 1 Signage: July 25, 2014
 8. Punch walkthrough date(s)
 - a. Start within 10 days of substantial completion.
 - b. Require one week for inspection.
 - c. Require one week to prepare final report.
 9. Punch List due date: typical 3 weeks after substantial completion.
 10. Date of completion for all activities required to be performed by any entity other than the Signage Contractor.
 11. Integrated timelines with similar detail for any Subcontractors to the Signage Contractor.
 12. Final due date: September 30, 2014. All signage and related sub-contractors, including punch items shall be done and premises cleaned of any signage debris by this date.

1.16 TEMPORARY SIGNS

- A. In the event Signage Contractor is unable to meet the date of Substantial Completion, the Signage Contractor, at his own expense, shall install temporary signage graphics to match design, color and aesthetic intent of permanent graphics as detailed in Contract Documents.

- B. Sign fabricator is to submit the specifications of the proposed temporary signage materials, a description of the process(s) used to prepare the sign graphics and the mounting methods to be used for written approval prior to fabrication or installation of temporary signs.

1.17 BOND REQUIREMENTS

A. BID BOND

A Bid Bond, in the amount of five percent (5%) of total bid, executed by a surety authorized to do business in the State of Texas, or a cashiers' check in the amount of five percent (5%) on any State or National Bank payable to the City of Wichita Falls shall accompany the proposal. Checks or bonds will be returned promptly after the City and the Vendor have executed the contract.

If a Vendor withdraws its competitive proposal, fails to negotiate in good faith with the City, or fails to sign an Agreement after the City and the Vendor have reached agreeable terms, the full amount of the bond shall be forfeited and retained by the City, not as a penalty, but as liquidated damages. It shall be agreed that said sum is a fair estimate of the amount of damages that the City will sustain in the event one (1) of the foregoing circumstances occurs. No plea of mistake in the competitive proposal or misunderstanding of the conditions of forfeiture shall be available to the Vendor for the recovery of the deposit, or as a defense to any action based upon the neglect or refusal to execute an Agreement after agreed terms have been reached.

B. PERFORMANCE AND PAYMENT BOND

Unless otherwise stipulated differently in writing by the Owner or Owner's Representative, Signage Contractor shall secure a performance and labor material bond at Bidder's expense in the amount of 100% of the contract amount.

1.18 FORM OF CONTRACT

- A. The agreement between Owner and Signage Contractor shall be Section 000400 shown as Exhibit B and shall be executed and delivered to City of Wichita Falls by the Contractor upon receipt of notice of acceptance of his bid.

1.19 LIQUIDATED DAMAGES

- A. Bidder must agree to commence work on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project by the date of Substantial Completion in the Fabrication Schedule. Bidder must agree also to pay as liquidated damages, the sum of One Hundred Dollars (\$100.00) for each consecutive calendar day there after as hereinafter provided in the General Conditions.
- B. The successful bidder, upon his failure or refusal to execute and deliver the contract, insurance and bonds required within 10 days after he has received notice of the acceptance of his bid, shall forfeit to the Owner the security deposited with his bid.

1.20 INSPECTION AND ACCEPTANCE

- A. Owner has the right to inspect and test all services and items called for by this Contract, to the extent practicable and at all times and places during the term of this Contract. Owner shall perform inspections and tests in a manner that shall not unduly delay the work of the Contractor.

B. If any of the services and/or items provided do not conform to the Contract requirements, Owner may require the Contractor to re-perform the services or provide new items again, in conformity with the Contract requirements at no additional cost in the Contract value. If the Contractor fails to promptly re-perform the services or provide new items, Owner may (1) charge to the Contractor any cost incurred by Owner that is related to the performance of such services or procurement of such items or (2) terminate for default.

C. The services and items provided hereunder are FOB Destination FFA and will include all necessary unloading.

1.21 CONTRACT ADMINISTRATION DATA

A. Right to Audit. The Contractor will make available during the term of this Contract and for a period of four years thereafter its records and books, if needed, for audit purposes. Original or independently certified copies of off-site records will be provided to auditors of the State of Texas and/or other federal, state and local agencies which may have jurisdiction over this Contract, at reasonable times and at Contractor's expense within two weeks of written request. The audit will verify Contractor's overall compliance with the Terms and Conditions of this Contract, to include pricing.

B. Freedom of Access and Use of Facilities. The Contractor's employees shall have reasonable and free access to use only those facilities of City of Wichita Falls that are necessary to perform services under this Contract and shall have no right of access to any other facilities of City of Wichita Falls.

C. The Contractor agrees that at all times its employees will observe and comply with all regulations of City of Wichita Falls properties and facilities, including, but not limited to, no smoking consideration for City of Wichita Falls employees, parking, and security rules and regulations.

D. The Contractor's employees must wear an identification badge with the company name and the full name of the employee at all times while engaging in business activities or making deliveries to City of Wichita Falls locations.

E. Parking. The Contractor shall have the right to use, at his own expense, City of Wichita Falls parking facilities. The Contractor will be responsible for permits, decals and/or gate control cards issued to the vendor and understands that these remain the property of City of Wichita Falls. The Contractor agrees to return same upon termination of contract, and understands that if same are lost or not returned, permission will not be granted to utilize City of Wichita Falls parking until appropriate fees have been paid. The Contractor also understands that the current regulations and policies of City of Wichita Falls Credit/Collections and Parking Operations are a part of this contract. The Contractor also understands that City of Wichita Falls is not responsible for theft or damage to cars parked at any City of Wichita Falls properties or facility.

F. Contractor Work Rules. If required, the Contractor's supervisory personnel conducting business or Services on City of *Wichita Falls premises must attend a safety seminar. The Contractor must attend the seminar prior to implementing this Contract or prior to beginning any on-site services.*

1.22 SPECIAL CONTRACT REQUIREMENTS

A. All debris shall be disposed of by the contractor at no additional charge to the Owner.

B. The Contractor shall provide, at no charge, a representative who will be available on an as needed basis to respond to facility questions. The Contractor shall provide a contact number and ensure that all calls are returned within one (1) hour of being placed.

C. The Contractor shall protect the property and working environment at all City of Wichita Falls locations at all times by keeping it clean and uncluttered.

- D. The Contractor must maintain, throughout the term of this contract, all licenses, permits, and certifications as determined by the applicable regulatory agencies authorizing these services to be performed.

1.23 TERMS AND CONDITIONS

- A. Severability. In case any one or more of the provisions contained in this Contract shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Contract shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

B. Indemnification.

1. Contractor shall indemnify and hold the Owner, its employees, agents, officers, trustees and legal representatives harmless from and against any and all losses, claims, demands, liabilities, suits or actions, for injuries to or death of any person, including property damage, caused by negligent act or omission of either Party, except that Contractor assumes no liability for the sole negligent acts of the Owner.
2. The Owner shall indemnify and hold Contractor harmless from and against any and all losses, claims, demands, liabilities, suits or actions, for injuries to or death of any person, including property damage, caused by or resulting from the negligence of the Owner or by reason of any other thing in connection with the performance of this Contract whether caused by negligent act or omission of either Party, except that the Owner assumes no liability for the sole negligent acts of the Contractor.

- C. Applicable Laws. The Contractor shall comply with all federal, state and local laws, executive regulations and orders. The Contractor shall secure and pay for permits and governmental fees, licenses and inspections necessary for proper execution and completion of the items and services purchased herein. The Contractor shall certify that the items produced and services rendered are in compliance with all applicable requirements of the Fair Labor Standards Act, including Sections 6, 7, and 12 thereof, and the regulations and orders of the U.S. Department of Labor issued under Section 14 thereof. This Contract shall be governed by the applicable laws of the State of Texas.

D. Termination.

1. The City of Wichita Falls reserves the right to terminate this Contract in whole or in part, without penalty and prejudice to any rights that City of Wichita Falls may have against the Contractor. Terminations hereunder shall be effective upon thirty (30) days advance written notice to the Contractor specifying the date of termination and the extent to which this Contract is terminated. City of Wichita Falls' responsibility hereunder shall be limited to payment for goods delivered and accepted and/or services performed and accepted prior to the effective date of termination.
2. The City of Wichita Falls reserves the right to cancel this Contract on an immediate basis, without penalty, in the event public safety is jeopardized (including contractor employees), unlawful security breach of a City of Wichita Falls facility or property, or for negligent acts of environmental contamination.
3. Under no circumstances shall the Contractor be compensated or entitled to payment for anticipated profits, unabsorbed overhead or interest in borrowing.
4. Failure of City of Wichita Falls to declare any default immediately upon occurrence thereof or delay in taking any action in connection therewith shall not waive such default, but City of Wichita Falls shall have the right to declare any such default at any time and take such action as might be lawful or authorized hereunder, either in law or in equity.
5. The City of Wichita Falls reserves the right to cancel this contract in whole or in part, on an immediate basis, without penalty and prejudice to any rights that City of Wichita Falls may have against the Contractor, in the event that the

Contractor fails to fulfill the service agreement of the Contract Documents as stipulated in Section 1.06. City of Wichita Falls' responsibility hereunder shall be limited to payment for goods delivered and accepted and/or services performed and accepted prior to the effective date of termination.

E. Contractor Representation.

1. The Contractor will, at all times during the performance of this Contract and in connection with any services rendered by the Contractor to City of Wichita Falls, be considered an independent contractor. No relationship of employer/employee is created by this Contract or by Contractor's service. The Contractor hereby acknowledges that neither City of Wichita Falls nor the Owner's Representative are obligated to provide Worker's Compensation Insurance covering Contractor's personnel or any other related insurance or benefits.
2. Ownership of all data, materials, artwork and documentation originated by Owner's Representative remains with Owner's Representative. All materials furnished by Owner's Representative must be returned upon termination of this Contract.
3. The Contractor shall not, except as necessary in the performance of this Contract or as authorized in writing by Owner's Representative, supply, disclose, or otherwise permit access to any information concerning or pertaining to Owner's Representative business which the Contractor may in any way acquire by reason of performance of this Contract.
4. The Contractor agrees that it will not publicize this Contract or disclose, confirm or deny any details thereof to third parties, or use any photographs or video-recordings of City of Wichita Falls employees, Owner's Representative employees or customers, or use Owner's Representative name in connection with any sales promotion or publicity event without prior written approval of Owner's Representative.
5. The Contractor will not represent themselves or any of its employees to be an agent or representative of Owner's Representative.

F. Chemicals/Substances. All or any chemical products or substances used by the Contractor shall be subject to the review and approval of the Owner's Safety Department. All appropriate product specifications shall be provided by the Contractor for products/substances used during performance of this Contract before the materials are brought onto or used on City of Wichita Falls property.

G. Each party represents and warrants that it is not excluded, debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from a Federal or state health care, procurement or non-procurement program at start of term of this Contract and agrees that it will not perform any act that will cause it to be excluded during the term of this Contract.

H. Each party also represents that if it or an employee who provides items or services under this Contract becomes excluded from a Federal or State program that it will promptly notify the other party. Each party represents that no final adverse action has occurred or is pending or threatened against it, its affiliates, or to its knowledge against any employee, contractor, or agent to provide items or services under this Contract.

1.24 REPRESENTATIONS AND CERTIFICATIONS

A. The Contractor shall furnish to City of Wichita Falls, unless otherwise stipulated otherwise in writing by the Owner or Owner's Representative, Certificates of Insurance in accordance with the following requirements prior to commencement of any work hereunder and shall maintain such coverage during the full contract term.

1. Comprehensive General Liability \$2,000,000.00
\$1,000,000.00 each occurrence, Combined single
limit for bodily injury and property damage.
2. Workers' Compensation
STATUTORY LIMITS
Including employer's liability.
\$500,000 limit, or current statutory limit.
3. Comprehensive Auto Liability Coverage \$1,000,000.00
Combined single limit for bodily injury and
property damage each occurrence.
4. Umbrella Liability--Excess liability \$1,000,000.00
over primary liability, workmen's
compensation, auto and environmental
impairment.

END OF SECTION 00200

**EXHIBIT B: SECTION 000400
PROPOSAL FORM**

2.01 PROPOSAL FORM

- A. Bidders shall include a reproduction of paragraphs 2.02 through 2.10 of this Section as the Proposal.

- B. Oral, faxed, telegraphed, or telephoned Proposals, or modifications thereof, will not be considered.
- C. Complete all blank spaces on forms in full.
- D. Refer to the Sign Message Schedule for sign quantities on sheet MS1.
- E. Contractor shall provide an itemized list of prices providing one column for each of the following categories: "Sign Type," "Quantity," "Unit Cost", "Total Unit Cost", and "Install Cost" as shown below.
- F. Quote shall show a sub-total without tax, permits and installation as a single line item.
- G. Provide any other miscellaneous costs as separate line item(s).
- H. The City of Wichita Falls is tax-exempt.
- I. Sign unit price shall not have installation cost in the price. Installation price shall be a single line item.
- J. Quote shall show permit cost as a single line item.
- K. Quote shall show a grand total including signage, permits and installation as the final line item.
- L. Bidder shall state in a separate letterhead sheet: quote terms, disclaimers and production/installation schedule.

2.02 THE CITY OF WICHITA FALLS

PEGGY GAHAGAN
Purchasing Agent
City of Wichita Falls, Texas
1300 Seventh Street
Wichita Falls, TX 76307

2.03 OFFER

I, _____, of _____ the undersigned, having carefully examined the Instruction to Bidders, the Contract Documents, prepared by the Owner's Representative do hereby offer to furnish all labor, materials and services necessary to fabricate and install the signs in accordance with Specifications and Instructions to Bidders dated _____ do hereby offer to enter into a Contract to perform the Work for the Base Price of

_____ dollars and _____ cents (written)
\$ _____ (number).

2.04 ITEMIZED BID: PHASE 1A

SIGN TYPE	QUANTITY	UNIT COST	TOTAL UNIT COST	TOTAL INSTALL COST
Sign Type 102	55	\$ _____	\$ _____	\$ _____
Sign Type 103	44	\$ _____	\$ _____	\$ _____
Sign Type 104	1	\$ _____	\$ _____	\$ _____
Sign Type 105	3	\$ _____	\$ _____	\$ _____
Sign Type 106A	1	\$ _____	\$ _____	\$ _____
Sign Type 106B	41	\$ _____	\$ _____	\$ _____
Sign Type 107	0	\$ _____	\$ _____	\$ _____
Sign Type 108	41	\$ _____	\$ _____	\$ _____
Sign Type 109	77	\$ _____	\$ _____	\$ _____
Sign Type 110	0	\$ _____	\$ _____	\$ _____
Sign Type 111	0	\$ _____	\$ _____	\$ _____
Sign Type 112	10	\$ _____	\$ _____	\$ _____
Sign Type 113	22	\$ _____	\$ _____	\$ _____
Sign Type 114	256	\$ _____	\$ _____	\$ _____
Sign Type S1	(not in scope)	\$ N/A	\$ N/A	\$ N/A
Sign Type S2	0	\$ _____	\$ _____	\$ _____
Unit Total				\$ _____
Install Total				\$ _____

(Insert misc. line items)

GENERAL NOTES:

- 1) Sign Types 101 and 101.1 include breakaway assembly per TXDOT recommendations.
- 2) Sign Type 102 includes breakaway assembly of type "Dent Breakaway Bolts" (<http://dentbreakaway.com>).
- 3) Sign Type 106A: Trail Head Marker (NO HPL Panel).
- 4) Sign Type 106B: Pedestrian Orientation/Directional (INCLUDES an HPL panel).

Permits \$ _____

Base Price \$ _____

2.05 ALTERNATES: PHASE 1A

B. TBD (\$ _____) (Add or Deduct)

C. TBD (\$ _____) (Add or Deduct)

2.06 ITEMIZED BID: PHASE 1B (TXDOT SIGNS)

SIGN TYPE	QUANTITY	UNIT COST	TOTAL UNIT COST	TOTAL INSTALL COST
Sign Type 100	2	\$ _____	\$ _____	\$ _____
Sign Type 100.1	1	\$ _____	\$ _____	\$ _____
Sign Type 101	3	\$ _____	\$ _____	\$ _____
Sign Type 101.1	2	\$ _____	\$ _____	\$ _____
Sign Type 101.2	1	\$ _____	\$ _____	\$ _____
Sign Type 101.3	1	\$ _____	\$ _____	\$ _____
Sign Type 101.4	8	\$ _____	\$ _____	\$ _____
Sign Type 101.5	2	\$ _____	\$ _____	\$ _____
Sign Type S1	(not in scope)	\$ N/A	\$ N/A	\$ N/A
Sign Type S2	0	\$ _____	\$ _____	\$ _____
Unit Total				\$ _____
Install Total				\$ _____

(Insert misc. line items)

GENERAL NOTES:

- 5) Standard DOT Roadside and Sign Type 101 include breakaway assembly per TXDOT recommendations.
- 6) Sign Type 100.1 is a retrofit Sign Type 100 onto the existing monument sign as shown on Sheet PM1 Location 1.2.

Permits \$ _____

Base Price \$ _____

2.07 ALTERNATES: PHASE 1B (TXDOT SIGNS)

D. TBD (\$ _____) (Add or Deduct)

E. TBD (\$ _____) (Add or Deduct)

2.08 ADDENDA

A. We have received the following Addenda. Modifications to the Proposal Documents noted therein have been considered and all costs relating thereto are included in the Base Proposal Price.

B. Addendum No. _____, dated _____.

C. Addendum No. _____, dated _____.

D. Subcontractors

E. The following Companies will be contracted by the Bidding Company as Subcontractors for the following scope(s) of Work:

F. Subcontractor: _____

G. Scope of Work:

H. Subcontractor: _____

I. Scope of Work:

2.09 AGREEMENT

A. In submitting this proposal, the undersigned, agrees to the following:

1. Hold the Proposal open for acceptance for 60 days from date of receipt of Proposal.
2. Accept the right of the Owner to reject any, or all, Proposals, to waive informalities, and to accept the proposal that the Owner considers to provide the best value.
3. Enter into and execute a Contract, if awarded on the basis of the Base Proposal.
4. Accomplish the Work in accordance with the Contract Documents as stipulated in Exhibit A Section 1.06 within the stipulated Contract Time as noted in Exhibit I.
5. Furnish specified Insurance.

2.10 SIGNATURE

Bidding Company

Signature

Written Name

Title

Date

City of Wichita Falls
Owner

Signature

Written Name

Title

Date

END OF SECTION 00400

**EXHIBIT C: SECTION 101400
IDENTIFYING DEVICES SPECIFICATIONS**

3.01 SUMMARY

- A. General: Provide Signage and Graphic Products in accordance with requirements of the Contract Documents.
- B. Work Included: Perform all work necessary to complete and install all sign and graphic products including supports and mounting hardware, as shown on the drawings or inferable therefrom and/or as specified herein in accordance with the requirements of the Contract Documents. Work shall include obtaining all necessary permits from applicable agencies.
- C. Subcontractors: Within 5 working days of notification, the successful bidder shall submit the names of all Subcontractors for review and approval. The approval or disapproval of any Subcontractor will not relieve the Signage Contractor of his responsibility for the performance of the Work as called for under the Contract Documents, nor will approval of a particular Sub-contractor be construed as approval of any particular process or material.
- D. Future Purchase of Signage: Signage Contractor shall furnish cost information for future purchases (guaranteed up to 1 year from substantial completion) for all signs and graphic products in these documents; information shall include costs for items ordered individually as well as minimum order required to obtain price break.
- E. If this specification is a component of a complete Architectural project specification, any conditions or requirements stated within the Signage specification that are less-stringent than those stated in the Architectural project specification do not in any way relieve the Signage Contractor from compliance with the terms of the Architectural project specification. Any conflicting conditions or requirements should be reported to and resolved with fd2s and Architect.

3.02 REFERENCES

- A. Americans with Disabilities Act (ADA) legislation, published in the Department of Justice Federal Register. www.ada.gov
- B. "ADA Standards for Accessible Design", as published in the Title III regulations (28 CFR Part 36, revised March, 2010 or most recent revision) issued by the Department of Justice. The ADA Standards for Accessible Design are in Appendix A of the Title III Regulations, <http://www.ada.gov/stdspdf.htm>
- C. "ADA Accessibility Guidelines for Buildings and Facilities", current revision, <http://www.access-board.gov/adaag/html/adaag.htm>
- D. "Architectural Barriers Act Accessibility Guidelines"
- E. "The Americans with Disabilities Act White Paper Update 2006: Guidelines, Best Practices and Innovation for Signs for the Blind and Visually Impaired," published by the Society for Environmental Graphic Design, Society for Environmental Graphic Design; 401 F Street NW, Suite 333; Washington, DC 20001; 202.638.5555, www.segd.org
- F. "American National Standard Institute: Accessible and Usable Buildings and Facilities" ICC/ANSI A117.1A-1998, current revision, published by the International Code Council. www.ansi.org
- G. "Instruction Manual for Braille Transcribing" Fourth Edition, 2000, National Library Service for the Blind and Physically Handicapped, Library of Congress, 888-657-7323, www.loc.gov/nls/
- H. "English Braille, American Edition, 1994" American Printing House for the Blind, www.brl.org/ebae

I. TEXAS ACCESSIBILITY STANDARDS (TAS) of the Architectural Barriers Act; Article 9102, Texas Civil Statutes, Prepared and Administered by the Policies and Standards Division, ARCHITECTURAL BARRIERS SECTION; Adopted by the Commission 17 December 1993; revised 31 March 1999, www.license.state.tx.us/abtas.htm

J. "Manual of Uniform Traffic Control Devices" MUTCD current edition.

3.03 SUBMITTALS

- A. Procedures: Not later than 20 working days from the Contract Date, the Signage Contractor shall provide the specified items noted on the Submittal Schedule "APPENDIX A" included at the end of this specification section. Except for the quantities required for producing samples and mockups, fabrication shall not begin nor shall orders be placed for materials until Signage Contractor has obtained approvals on submittals. Signage Contractor shall notify fd2s of any items that require excessive lead times and may require expedited ordering.
- B. Signage Contractor's Shop Schedule: Submit for fd2s' information not less than 5 working days from the Contract Date an updated comprehensive fabrication schedule "Exhibit I", if required. Schedule shall be augmented with detail delivery and expected fd2s' response times for all signage/graphic products, and shall include overview schedule information for anticipated shop activity for each sign type, including delivery of outsourced items, completion of major subcomponents, and any crucial fabrication milestones, especially those that are affected by fd2s' response times. Substantial Completion and Final Due dates shall not be altered, unless otherwise stipulated in writing by Owner and/or Owner's Representative.
- C. Product Data: Submit for fd2s' action, electronic documentation in PDF or other standard format, a material list with technical data documenting the primary function, quality, and performance of each system to be used in the Work or other such primary characteristics as required by the Drawings or Specifications.
- D. Manufacturer's Data: For all non-custom items, materials, subassemblies, etc., submit to fd2s for review only, electronic documentation in PDF or other standard format, manufacturer's specifications and installation instructions for "sign" to show compliance with these specifications.
- E. Typeface samples: Provide for fd2s' action, two sets of laser prints of typeface samples with a full character set to match those of the "Typography" section of the Contract Documents at 72 point size. Samples are to be produced on the same device as that used to produce digital artwork, film negatives, and/or router outlines.
- F. Shop Drawings: Submit for fd2s' action, electronic documentation in PDF or other standard format, shop drawings for the fabrication and installation of the Work. Prepare details at not less than 3" = 1'-0" minimum scale with critical points at full scale. All shop drawings shall be explicit in depicting materials, material grades and thicknesses, finishes, substructure, footings, fabrication joints, corners, edges, intersections, fasteners and copy composition including letter and line spacing.
- G. Samples: Submit for fd2s' action, three (3) sets of samples of each finish, color and lettering type required, one set which will be returned with appropriate action noted. Color samples shall be 6" x 6" and shall be on same or similar substrate to finished product and shall be treated with any specified protective films or coatings. Material and metal finish samples shall be 6" x 6" and shall be same gauge as finished product where reasonable. Label samples to indicate product, characteristics, and locations in the Work. Samples will be reviewed for color and appearance only. Compliance with all other requirements is the exclusive responsibility of the Signage Contractor.
- H. Mock-ups: Submit one of each for fd2s' action as outlined in the "Submittals Schedule" at the end of this specification section. Submittals are required by fd2s to assist in performing the work in a manner consistent with the Contract Documents and to insure the best possible construction and quality of finished product. They should be identical to the anticipated production run, and should be complete and assembled. These mock-ups will serve as quality control standards throughout the life of the production run. The review of submittals in no way shall relieve the Signage Contractor of responsibility to provide signage of a quality level consistent with these Contract Documents.

- I. Copy Layouts: Submit two copies for Designer's action, full-size, laser or plotter prints (color or black text on white bond paper) of all UNIQUE sign faces with actual fabrication-ready formatting. Samples are to be produced on the same device as that used to produce camera artwork and/or router outlines. Layouts will be reviewed for composition, letter spacing, font usage, and copy fitting. Electronic files are not acceptable unless approved by the designer.
- J. In addition, after shop drawing approval and as part of the shop drawing process, submit all sign face layouts in electronic PDF format as follows:

All layouts shall be annotated to indicate location, as per Message Schedule and Sign Location Plan conventions. Layouts can be ganged onto a single page/plot (minimum 11" x 17" and not to exceed 30" X 42") Laser prints which, at full-size, will exceed the dimension of 30" x 42" may be submitted at the largest scale that will fit on a 30" x 42" sheet. Output shall be of sufficient resolution that visual integrity of the layout may be inspected, but in no case shall the scale be less than 3" = 1'-0". Copy accuracy and/or spelling will not be reviewed; it is the responsibility of the Signage Contractor to conform to the Message Schedule as submitted.

All layout shall be submitted at a standard architectural scale.

Some samples will be required to be submitted at actual size or a specific architectural scale and on the actual final material as noted in Exhibit D - Design Intent Drawings and as requested in the Submittal Schedule "APPENDIX A".

- K. Structural Drawings/calculations: Submit two copies for fd2s' information. For large, structurally crucial sign types, furnish engineering drawings and calculations to show that maximum stresses and deflections to not exceed performance requirements under full design loading. Drawings and calculations shall be prepared and sealed by a qualified Structural Engineer licensed in the State where the project is located.

3.04 STANDARDS

- A. Provide Sign types of the size, material, images and arrangements made up of special and standard components and construction as shown and specified.
- B. All drawings pertaining to general sign configuration, typography, graphic layout, and sign placement are included.
- C. If there is a conflict, stated dimensions on the drawings shall take precedence over scaled dimensions. Signage Contractor shall verify sign and copy length for proper fit and shall notify fd2s in writing of any discrepancies in the documents prior to fabrication.
- D. All materials shall be new stock, free from defects impairing strength, durability and appearance.
- E. All fabrication and installation shall be in accordance with highest standards of the trade. All signs and components shall be complete and free from visual and mechanical defects. (Such as unfilled and unfinished seams or exposed fasteners).
- F. All electrical work must comply with UL standards, N.E.C. requirements, and local jurisdictional requirements.
- G. No fabrication or installation materials or procedures shall be used that will in any way change the visual quality or in any manner have an adverse effect on existing materials, surfaces and environment.
- H. All damaged signing surfaces and materials incurred shall be restored to original condition and appearance or replaced by the Signage Contractor.

- I. All copy noted on contract documents to be Braille, shall be Grade 2 Braille to match the performance and use specifications of Title III of the Americans with Disabilities Act, Public Law 101-336. It shall be the responsibility of the Signage Contractor to verify accuracy of all Braille messages.

3.05 QUALITY ASSURANCE

- A. Signage Contractor's Quality Assurance Responsibilities: Signage Contractor is solely responsible for quality control of the Work and its installation.
- B. Regulatory Requirements: Signage Contractor is solely responsible for complying with applicable requirements of the laws, codes, ordinances, and regulations of Federal, State, and Municipal authorities having jurisdiction. Obtain necessary approvals and permits from all such authorities.

3.06 DELIVERY, STORAGE, AND HANDLING

- A. General: Unless otherwise stipulated or agreed to in writing from the Owner, Signage Contractor is responsible for storage and delivery of all materials until installation. Specific on-site storage needs shall be coordinated with the Owners' representative and/or General Contractor.

3.07 PROJECT/SITE CONDITIONS

- A. Weather Conditions: For exterior concrete or painting/finish work, do not proceed with the Work during inclement weather nor when weather forecasts are unfavorable, unless the Work will proceed in accordance with the manufacturer's requirements and instructions.
- B. Site Readiness: Unless otherwise requested, do not install signs until underlying and adjacent surfaces are completed. Coordinate installation timing with all other applicable trades.

3.08 WARRANTY

- A. Guarantee: The Signage Contractor shall guarantee all workmanship and material used to manufacture and install the signage product he has furnished as follows: General workmanship and materials shall be guaranteed for a period of one year. Applied finishes (paint, vinyl, silk-screening) shall be guaranteed for a period of seven years. Electrical components shall be guaranteed to the extent of the electrical components manufacture's guarantee. If during the guarantee period any defects or faulty materials are found, he shall immediately upon notification by the Owner, proceed at his own expense, to replace and repair same, together with any damage to all finishes, fixtures, equipment and furnishings that may be damaged as a result of this defective equipment or workmanship.

3.09 MAINTENANCE

- A. Record Drawings: Furnish record drawings annotated with the changes made during shop drawing reviews and/or installation of the Work so as to be a complete set of "as-built and installed" plans. Drawings shall include any applicable wiring diagrams, as well as the locations and methods of any concealed fasteners or access areas. Any installation, service, or removal "tricks" or methods should be communicated graphically/verbally as required.
- B. Maintenance and Removal: Signage Contractor shall provide written instructions for removal of interior signs from wall surfaces including recommended methods for removal of residual adhesives. Signage Contractor shall provide written instructions for the Owner to follow proper maintenance.
- C. Graffiti Resistance: Signage Contractor shall provide written documentation listing each sign that has been treated with a graffiti-resistant film or coating and identifying the product or products used on each. Documentation shall include

manufacturer's recommended materials or products to be used for removal of graffiti from each graffiti-resistant film or coating. Signage Contractor shall provide manufacturer's written instructions for maintaining all graffiti-resistant films or coatings used.

3.10 ELECTRONIC COMPONENTS

- A. Protection: Protect all electronic components as required by manufacturer and to prevent tampering.
- B. Contamination: Proper measures shall be taken as required by manufacturer to prevent foreign objects or liquids to contaminate the electronics such as (but not limited to) water, cleaning solutions, sand, dirt and the like.
- C. Ventilation: Ventilation shall be provided to all electronic components as required by the manufacturer of such component. Fabricator shall be liable for overheating of electronic components that render them useless or failure to perform as specified.

PRODUCTS

3.11 FABRICATION: GENERAL

- A. All fabrication shall be executed in such a manner that all edges and corners of finished letter forms and sign substrates are true and clean. Letterforms and signs with rounded positive and negative corners, nicked, cut or ragged edges, bent or distressed edges etc. will not be accepted.
- B. All finishes shall be executed in such a manner that all surfaces shall have a smooth even finish and are free of any and all irregularities.
- C. All letterforms shall be so aligned as to maintain a baseline parallel to the sign format. Margins shall be maintained as specified by sign type layouts.
- D. All edges of letterforms shall be sharp and clean with no edge buildup or bleeding. All surfaces of letterforms shall be without pinholes.
- E. Sheet metal letterforms and other items shall be cut from rolled sheet of specified gauge, all edges of copy to be perpendicular to copy face, ground smooth and polished to finish as noted on drawings and schedules. No surface deflection, "oil-canning" or warping will be tolerated.
- F. All signs and copy noted on drawings as acid-etched or photopolymer shall be photo chemically etched to a depth of 1/32" unless otherwise shown on the drawings. Etched surfaces shall be paint filled or sprayed in color noted on drawings. All etching shall be executed in such a manner that all edges and corners of finished copy or graphics are true and clean. Contours of Braille etching shall comply with Braille standards.
- G. All engraving is to be computerized CNC engraving systems. Engraving to be uniform depth of 1/32" with no visible tooling marks.
- H. All copy noted as sandblasted shall be blasted utilizing the appropriate texture of blasting silica to achieve consistent depth. Careful control of nozzle pressure, distance and angle is necessary to prevent distortion.
- I. All silk-screens shall be executed from photo-screens or negatives prepared per specification and drawings. Silkscreen mesh shall be 390 or finer. Signage Contractor shall not use images as shown in the Contract Documents as camera ready art.

- J. All silkscreen printing shall be executed in such a manner that all edges and corners of finished letterforms are true and clean. Letterforms with rounded positive or negative corners, edge buildup or bleedings, etc. will not be accepted.
- K. Preparation, primer and semi-gloss polyurethane acrylic base finish coats to provide weather resistant finish guaranteed for seven (7) years against pitting, peeling, or fading. Polyurethane coating provided for use on surfaces shall have properties of moisture resistance in all weather conditions and shall be guaranteed for seven (7) years against pitting, peeling or fading.
- L. No paints that will fade, discolor, or de-laminate as a result of ultraviolet light or heat shall be used.
- M. All paints required for lettering including silk-screens and imprinted surfaces shall be a type made for the surface material on which it is applied and recommended by the manufacturer of the paint. Exact identification of all paints shall be noted on shop drawings, together with data describing the method of application and curing, if other than "air" drying.
- N. All paints shall be evenly applied and without pinholes, orange peeling, debris, scratches, application marks, and other imperfections. Workmanship in conjunction with finishes of signage shall conform to the highest standards of the trade.
- O. Primer coats or other surface pretreatments, where recommended by the manufacturer for paints, shall be included in the work as part of the finished surface work at no extra cost to the Owner.
- P. All exterior signs, sign bodies, or sign components that will be installed within reach of pedestrians shall be treated with a graffiti-resistant film or coating.
- Q. All adhesives as may be required shall be used in accordance with recommendations made by the manufacturer of the material specified to be laminated or adhered. No adhesives that will fade, discolor or de-laminate as a result of ultraviolet light or heat shall be used and shall not change the color of or deteriorate the materials to which they are to be applied. The adhesives shall be of a non-staining, non-yellowing quality and all visible joints shall be free from air bubbles and other defects.
- R. For the fabrication of general metal work which will be exposed to view, use only materials which are smooth and free of surface blemishes including pitting, roughness, seam marks, and trade names. Unless the surfaces are to be painted, do not use materials that have stains and discolorations.
- S. For exposed items of work that include plain flat surfaces in width of more than 50 times the metal thickness, provide sheet stock from the mill that has been stretcher leveled to the highest standard of flatness commercially available.
- T. Welding, when necessary, shall be of the correct type to minimize permanent distortions of flat surfaces. All welding flux, oxides and discolorations must be removed by pickling or grinding, so that these areas match finish of the adjacent areas. Any damage caused by welding must be repaired by grinding, polishing or buffing. All welded seams shall be in-filled and ground smooth.
- U. Unless exceeded or modified, conform to the Architectural Woodwork Institute Quality Standards and Guide Specifications. All wood specified shall be solid, meeting or exceeding Architectural Woodwork Institute Quality Standards (AWI) Section 100 Premium Grade.
- V. Signage Contractor shall be responsible for the accurate seating and leveling of all anchor bolts.
- W. All illuminated signage shall illuminate evenly without hot or cold spots and without shadowing or show-thru of internal components either when turned on or left off.

- X. All signs located in the "Clear Zone" of a 50mph (or greater) roadway, which is included as part of the National Highway System or as required by TxDOT and/or local city ordinances, shall be installed with an approved breakaway base assembly.

3.12 MATERIALS

- A. Anchors and Inserts: Either furnish inserts to be set in concrete work, or provide other anchoring devices as required for the installation of signs as specified on drawings. Furnish cast iron, or malleable iron or hot dip zinc coated inserts. Provide toothed stainless steel, galvanized or zinc-and-chrome-plated high carbon steel expansion bolt devices for drilled in place anchors.

1. "Thunderstud", Concrete Wedge Anchor, www.confast.com/products/thunderstud-anchor.aspx
2. "Kwik Bolt", Hilti Fastening System, www.hilti.com
3. Breakaway Anchors: Dent Breakaway Bolts, www.dentbreakaway.com

B. Metals:

4. Aluminum: AA Alloy 5052, 6061T6, 6063T6 or as recommended to suit required service and finish. Exposed aluminum is to carry Protective Finish as per this specification.

5. Steel:

a. Materials:

- i. Steel Pipe shall conform to ASTM A53, Type E, F., or G at fabricators option, Grade A, black finish unless otherwise shown as galvanized standard weight, (Schedule 40).
- ii. Steel sheet for cold forming shall conform to ASTM A 569, hot-rolled sheet steel of commercial quality, pickled and oiled, free of defects which would impair the work.
- iii. Galvanized steel sheet shall conform to ASTM A 526, commercial quality.
- iv. Finishing - Primer: Provide in strict accordance with paint manufacturer's recommendations as required for proper adhesive and application of finish unless steel indicated to receive galvanized finish.
- v. Finishing - Baked enamel finish: Provide manufacturer's standard baked enamel finish.

6. Stainless Steel: Type 302/304/316 Alloy with sheet finish as noted on Drawings. Unless otherwise shown or specified, provide stainless steel finishes as follows (AISI Designations):

- i. No. 4 (Bright, Directional Polish)
- ii. No. 8 (Highly Reflective, mirror Finish Polish)

7. Aluminum Composite Material (ACM): Provide lightweight aluminum panels in thickness' specified. Panels shall consist of two sheets of smooth thin gauge aluminum thermobonded to a polyethylene core in a continuous process. Pre-finish with a premium, resin based, fluoropolymer (Lumiflon), Kynar or Polyester coil coat (as recommended by the manufacturer for the specific use and location of the sign) in the color and finish specified. Apply graphics as

specified in drawings. If graphics are direct to surface digital printing, provide a substrate compatible with flatbed printers and UV curable inks.

a. Alpolic® and Graphic-Al™, Mitsubishi Plastics Composites America, Inc., <http://www.alpolic-usa.com/>

b. Alucobond® or Dibond®, Alcan Composites, <http://www.alcancompositesusa.com/>

F. Metal Fasteners: Galvanized Steel finished to match metal work. For machine screws, comply with Industrial Fastener Institute (IFI), Countersunk Phillips flat head where exposed unless otherwise shown.

G. Acrylic

1. Furnish acrylic in the thickness and finishes as specified and as manufactured by one of the following or approved equal:

a. Acrylite SG, www.USPlastic.com

b. Aristech, www.aristechacrylics.com

c. Mitsubishi Rayon Co., LTD, www.mrc.co.jp/english

d. Rohm and Haas, www.rohmhaas.com

e. Altuglas Plexiglass, <http://www.plexiglas.com/>

H. Photopolymer: Photopolymer is to carry an 80 shore D durometer hardness and ultraviolet inhibitors. Photopolymer is to be permanently adhered to substrate.

1. Nova Polymer, NovAcryl, NovEx, www.novapolymers.com

I. Adhesives: Furnish adhesives as specified and as manufactured by one of the following or approved equal:

1. 3M VHB Acrylic Foam Tape 4950, www.3m.com

2. Silicone adhesive - Ready to use, high performance adhesive. General Electric GE1200 sealant, translucent SCS 1201 or equal, as recommended by manufacturer for bonding condition.

3. 3M Double Coated Tape 415 Clear, www.3m.com

4. Dow Corning 999-A Silicone Building & Glazing Sealant 999, http://www.dowcorning.com/content/construction/weather/999a_color_chart.asp

5. Epoxy - Two component thermosetting epoxy adhesive with 100% solid content.

6. 3M Dual Lock industrial Velcro, www.3M.com

7. 3M DP Scotchweld Adhesives, www.3m.com

8. Lord Engineered Adhesives, www.lord.com

9. Wood – Contact type, unless otherwise recommended by manufacturer for type of installation required.

J. Coatings

1. Acrylic Polyurethane Enamel: Provide an aliphatic polyurethane enamel consisting of ultra-violet inhibitors which are lightfast, weather, abrasion and wear resistant. Provide only products that deliver a maximum applied VOC of 2.8 (for latex) or 3.5 (for oil-based) pounds per gallon. Provide products that are Green Seal certified where performance is comparable to higher-VOC products.
 - a. VOC MAP, Matthews Paint, corporateportal.ppg.com/na/refinish/matthews/default.htm
 - b. Grip-Gard, Akzo Nobel, www.signfinishes.com
2. Translucent Sign Coating: Provide Gripflex Intermix Sign Paint available through Akzo Nobel. Coat with Gripflex Solar Clear (10AFRO2266) when used first surface.
 - a. www.signfinishes.com
3. Acrylic Latex: 100% acrylic latex suitable for exterior use on concrete masonry surfaces. Finish shall be satin applied per the manufacturers recommendations.
 - a. Benjamin Moore Paint, <http://www.benjaminmoore.com>
 - b. California Paints, <http://www.californiapaints.com/ExteriorPaint.html>
 - c. Pratt & Lambert Paints, <http://www.prattandlambert.com/>
4. Reflective Coating: The interior of all illuminated letters or sign cabinets shall have an applied reflective coating to enhance and evenly distribute light output. Apply per the manufacturers recommendations.
 - a. Star-bright White, Spraylat Sign Coatings, www.spraylat.com
 - b. Matthews 281 500SP High Reflective White
 - c. 3M, 3635-100 Light Enhancement Film
5. Protective Finish: For all surfaces noted to receive protective clear finish, apply two coatsfor of clear acrylic polyurethane. Sheen as specified in drawings. Coating shall be compatible with inks or paints applied to surfaces.
 - a. VOC MAP, Matthews Paint, www.corporateportal.ppg.com/na/refinish/matthews/default.htm
 - b. Grip-Gard, Akzo Nobel, www.signfinishes.com
6. Silk Screen: Enamel inks shall be in colors and sheen as shown and be manufactured by the following or approved equal:
 - a. Nazdar Co., Chicago, IL., www.nazdar.com
 - b. 3M Screen printing Inks 9800 UV Series, www.3mgraphics.com

K. Vinyl Machine-Cut Artwork: Computer-driven machine cut letters in thickness as specified below, selected from standard colors.

1. Opaque Applications

- a. 3M 7125 or 7725 series - 2 mil cast vinyl, www.3m.com
- b. Avery A7 Reflective or A9 series - 2 mil cast vinyl, www.averyvinyl.com
- c. Oracal 951 Series - 2 mil cast vinyl, www.oracal.com

2. Standard Retro-Reflective Applications

- a. 3M 680 series - 7 mil cast vinyl, www.3m.com
- b. Avery A7 Reflective, Engineer Grade – 7 mil cast vinyl, www.averyvinyl.com
- c. Oracal 5500, 5700 and 5800 Series – 5, 6 or 10 mil cast vinyl, www.oracal.com

3. High-Intensity Retro Reflective Applications

- a. 3M High Intensity Prismatic Sheeting, www.3m.com
- b. Oracal 5800 series – 10 mil /10 year, www.oracal.com

4. Backlit applications

- a. 3M 3630 series - 3mil cast vinyl, www.3m.com
- b. Avery A6 Translucent series - 3 mil cast vinyl, www.averyvinyl.com
- c. Avery A9 Translucent series - 2.3 mil cast vinyl, www.averyvinyl.com
- d. Oracal 8800 and 8500 Series – 2 and 3 mil cast vinyl, www.oracal.com

L. Pavement Markers:

- 1. Preformed Thermoplastic: Applications in shapes, sizes, and colors as described in the Contract Documents. Comply with Section 84-2 of the Caltrans Standard Specifications - Thermoplastic Traffic Stripes And Pavement Markings. http://www.dot.ca.gov/hq/esc/oe/specifications/std_specs/2006_StdSpecs/2006_StdSpecs.pdf.
 - a. 3M™ Pavement Markings (http://solutions.3m.com/wps/portal/3M/en_US/Traffic_Safety/TSS/Offerings/Products/Pavement_Markings/).
 - b. DecoMark® by FlintTrading (www.flinttrading.com).
 - c. Or equal

2. Preformed self-adhesive: Bonded, solid color polymer, layered markings with pressure-sensitive adhesive.
 - a. Advance Traffic Markings (www.trafficmarking.com)
 - b. Or equal.
- M. Electrical: All signs noted as illuminated, will be illuminated with high output 0° rated ballast and fluorescent tubes. Tube color is noted in sign specifications. All units are to carry U.L. certification and are to meet all applicable City, County and/or State codes. Power and load is to be determined on a case-by-case basis. Signage Contractor is to coordinate power and load requirements with electrical engineer and electrical contractor.
- N. LED: All units are to carry U.L. certification and are to meet all applicable City, County and/or State codes. Power and load is to be determined on a case by case basis. Signage Contractor is to coordinate power and load requirements with architect and general contractor.
 1. LED lighting shall have a minimum of 50,000 hours of life prior to reaching 70% of illumination capacity.
 2. Sign contractor is to submit relevant cut sheets and data specifications for each LED product used.
 3. All LED lighting, unless otherwise stipulated in drawings, shall be of the same manufacturer and of the same color temperature.
 4. Unless otherwise stipulated in drawings, illuminated cabinets and letterforms shall be evenly illuminated such that there are no visible hot spots or shadows from internal components. Sign contractor shall get written approval for fabrication of signage that is designed in such a way that even illumination is compromised or not possible. Sign contractor shall get written approval on required sign modifications to produce even illumination which may alter the visual aesthetic of the sign cabinet or letterform.
- O. Wood: For rough and finish wood, conform to ASTM D245. Wood shall be seasoned to a maximum of moisture content of 19%. Meet or exceed the following scheduled grades according to use and species:
 1. Pine-Southern Pine Grade No. 2
 2. Fir-Douglas Fir (except South) Standard Grade
 3. Birch-AWI Premium Grade
- P. Sheet Magnets: Provide 1/32" thick sheet magnets as manufactured by:
 1. Magnetic Technology www.magtech.cc or approved equal
- Q. PVC: Provide lightweight rigid moderately expanded closed-cell polyvinyl chloride (PVC) extruded sheet from manufacturer in thickness specified. Visible edges shall be treated with a filler and sanded smooth.
 1. Sintra®, Alcan Composites, www.alcancompositesusa.com
 2. Komacel®, Kommerling USA Inc., <http://www.kommerlingusa.com/FAQ.html>
- R. Graffiti-resistant Films and Coatings: Provide films or coatings appropriate to the material or substrate to which they are applied. Apply films and coatings according to the manufacturers' recommendations.

1. 3M Scotchcal Graphic and Surface Protection Films 8991 and 8991R, www.3m.com
 2. DuPont Imron 3.4 HG-C, www.performancecoatings.dupont.com
 3. Ecological Coatings 1800 Series Clear Anti-Graffiti Coating, www.ecologicalcoatings.com
 4. MaxAll, www.graffitisolutions.com
 5. Matthews Paint 6178SP High Performance Clear, corporateportal.ppg.com/na/refinish/matthews/default.htm
 6. New Dimensions Solutions Graffiti Shield System, www.ndclean.com
 7. Prosoco Sacrificial Coating SC1, www.prosoco.com
 8. Prosoco Sure Klean Weather Seal Blok-Guard & Graffiti Control 2, www.prosoco.com
 9. Ritama RI-6481 Anti-Graffiti, www.ritrama.com
 10. Soy Technologies, LLC, SoyStop Anti-Graffiti Barrier, www.soytek.com
 11. Superfrog Signs & Graphics, Frog Shield, www.superfrog.com
 12. Tiger Drylac USA, Series 44 Anti-Graffiti, www.tigerdrylac.com
- S. High-pressure Laminates: Provide decorative surface papers, impregnated with melamine resins, bonded under heat and pressure to kraft papers impregnated with phenolic resins. Provide materials in patterns and finishes as specified in the drawings. Provide general surface type, vertical surface type, and/or post-forming type as recommended by the manufacturer. Provide adhesive types as specified in manufacturer's printed installation instructions.
- a. Fossil Industries, <http://www.fossilgraphics.com/>
 - b. iZone Imaging, <http://www.izoneimaging.com/>
 - c. KVO Industries, <http://www.kvoindustries.com/signage.html>
 - d. Chemetal®, www.chemetalco.com
 - e. Formica®, www.formica.com
 - f. Nevamar®, www.nevamar.net
 - g. WilsonArt®, www.wilsonart.com
- T. Digitally-printed Graphics: Provide permanent adhesive vinyl film with satin liquid laminate for application to the specified substrate.
1. Adhesive Vinyl Film: Avery 2010 vinyl or equal, white. Avery MPI 2120 Matte White vinyl or equal.
 2. Solvent based printer: HP DesignJet 10000, 6-color.
 3. Inks or toner: UV-resistant.

4. Unless otherwise noted in drawings, apply Avery Dennison High Performance Vinyl "HP" HP DOL 2070 Luster Over-laminate or equal over digital prints.
 5. Unless otherwise noted in drawings, the minimum resolution for digital printing on vinyl or other substrate shall be 750 DPI.
- U. "Laminated Tempered Glass": Glass shall be low-iron, tempered, laminated or otherwise considered a form of safety glass.
1. Laminated Tempered Glass shall conform to ASTM E 1996, ASTM E-1886-97 or SBCCI SSTD 12-97 standards for impact resistant glass. All glass is to be free of any marks, cracks, scratches or blemishes. All glass is to be smoothed and ground so as to remove any sharp edges.
 2. Tempered Glass shall conform to ASTM C1048-97b standard specification for Heat-Treated Glass--Kind HS, Kind FT coated and non-coated. All glass is to be smoothed and ground so as to remove any sharp edges.
 3. Furnish glass in the thickness and finishes as specified and as manufactured by one of the following or approved equal.
 - a. Bendheim Architectural Glass, <http://www.bendheim.com/architectural/>
 - b. DuPont™ SentryGlas®, http://www2.dupont.com/SafetyGlass/en_US/
 - c. Standard Bent Glass; <http://www.standardbent.com/>
 - d. Old Castle Glass, <http://www.oldcastleglass.com/>
 - e. PPG Architectural Glass, <http://corporateportal.ppg.com/NA/IdeaScapes/specs/Glass.htm>
 - f. Schott, <http://www.us.schott.com/architecture/english/>

3.13 WEATHER PROOFING

- A. Water & Humidity: All exterior sign cabinets shall be sealed as to prevent rain water contamination. Proper venting and drainage shall be provided for humid or wet locations for all exterior or interior sign cabinets. All exposed metal surfaces shall be protected from oxidation.
- B. Heat & Cold: All material used shall be rated to withstand typical hot or cold conditions associated with the region in which they will be installed.
- C. Electronics: All electrical connections and electronic components in exterior signs shall be properly sealed or protected from damage by local weather conditions including heat, cold and water. Electronic components that produce or radiate heat shall be properly vented in accordance with the manufacturer's guidelines. Select equipment that is rated to withstand typical environmental conditions associated with the region or location in which it will be installed.
- D. Sign contractor shall, at his expense, replacement of failed electronic/electrical components that are not rated to withstand typical environmental conditions associated with the region or location in which they are installed or that are not properly installed per the manufacture's recommendations. Furthermore, replacement of failed components shall include other components that are damaged or have been severely affected by the failed component as to render them useless or shorten their lifespan considerably.
- E. Signage Contractor shall not be held liable for any damages caused by natural disasters such as, but not limited to, tornadoes, hurricanes, earthquakes, flooding and the like, unless otherwise noted on the drawings.

3.14 SIGN CONSTRUCTION

- A. All anchorage is to be reviewed and accepted by fd2s and the Owner. fd2s and the Owner are to be notified in writing of any conditions detrimental to proper and timely installation of the sign work.
- B. Letters and signs to be structurally designed as required to withstand wind loads and thermal movements without distortions or excessive deflections according to local codes and ordinances. Letter and sign fabrication is to be a complete system including all stiffeners, fasteners, welding, sealants, jointing, miscellaneous pieces and material thickness as required to form high quality workmanship. Connections, angles, shapes and details shown are suggestive and are to be sized, reinforced and detailed as required by the Signage Contractor. Details, anchors, or devices, etc. not shown, are to be submitted for review and acceptance by fd2s before fabrication.
- C. Changes in the visual elements of the system are not to be made without fd2s' review and approval.

3.15 INSTALLATION

- A. Inspect all signs for evidence of damage at the site before installation. Sign fabricator is to repair or replace all damaged material prior to installation.
- B. Examine the conditions and substrates under which the installation is to be performed and notify fd2s in writing of any unsatisfactory condition. Do not proceed with the work until the unsatisfactory conditions have been corrected or subsequent change of location has been indicated.
- C. Follow all recommendations and instructions for installation as provided herein (or by the manufacturer in such a case where instructions are provided). Notify fd2s in writing if in your judgment such installation will not provide permanent, rigid installation in the existing conditions.
- D. Install letter and sign units and components at the locations shown or scheduled, securely mounted with concealed fasteners, unless otherwise shown, attach signs to substrates in accordance with manufacture's instructions, unless shown. Provide anchorage and fitting; coordinate location in field with fd2s.
- E. Install, level and plumb at the proper height. Cooperate with other trades for installation of sign units to finish surfaces. Repair or replace damaged units as directed by fd2s or Owner. Installer will coordinate and field measure proper location of sign units, where required, with fd2s.
- F. All installation procedures and required scheduling are to avoid delays or additional costs and shall be coordinated with fd2s and the Owner.
- G. Signage Contractor shall coordinate sign locations with existing mechanical, electrical and plumbing elements and shall notify fd2s in writing of any visual or physical conflicts.
- H. Protect all adjacent surfaces from damage during installation; promptly repair any such damage should it occur.
- I. Following installation, remove all traces of visible tapes, adhesives, wrappings or refuse from the installation.

3.16 ADDITIONAL REQUIREMENTS

- A. Sign contractor shall include in the "Contract Documents" any specifications noted in the Design Intent drawings.

END OF SECTION 101400

APPENDIX A – SUBMITTAL SCHEDULE

SIGN TYPE	REQUIRED
ALL SIGN TYPES	6"x6" color sample for each unique color/material on actual material as noted in drawings. Three sets will suffice for all sign types (vs. three sets for each sign type).
100	Sealed engineered shop drawings. Masonry material references and LED illumination cut sheets, including cut sheets for the LED transformers. Survey of site depicting sign location.
101, 101.1 – 101.5	Scaled copy layout for each message. Actual 8 ½" x 11" sample sheets of the retro-reflective vinyl that includes portion of text and colors as noted in the sign drawings. Actual 8 ½" x 11" sample sheets of the retro-reflective vinyl that includes portion of back panel pattern and colors as noted in the sign drawings.
102	Scaled copy layout for each message. Engineered shop drawings. Sign prototype installed in a location to be confirmed by fd2s and Owner.
103	Scaled copy layout for each message. 24" section of pole assembly. Scaled shop drawings. 24" x 36" sample of retro-reflective vinyl with background pattern of back panel.
104	Scaled copy layout for each message. Scaled shop drawings.
105	Scaled copy layout for each message. Scaled shop drawings.
106	Scaled copy layout for each message. Scaled shop drawings. Sign prototype installed in a location to be confirmed by fd2s and Owner.
107	Scaled copy layout for each message. Scaled shop drawings. Actual 9" x 12" sample of map panel with actual final graphics.
108	Scaled copy layout for each message. Scaled shop drawings.
109	Scaled copy layout for each message. Scaled shop drawings.
110	Scaled copy layout for each message. Scaled shop drawings.
111	Scaled copy layout for each message. Scaled shop drawings. Sign prototype including attachment hardware.

112	Scaled copy layout for each message. Scaled shop drawings. Sign prototype installed in a location to be confirmed by fd2s and Owner.
113	Scaled copy layout for each message. Scaled shop drawings. Sign prototype installed in a location to be confirmed by fd2s and Owner.
114	Scaled copy layout for each message. Scaled shop drawings. Sign prototype installed in a location to be confirmed by fd2s and Owner.
S1	N/A (not in scope of work)
S2	N/A (not in scope of work)